
January, 2019

Dear Future Warrior:

Richmond Christian School was founded in 1951 with a commitment to “Educate Hearts and Minds for Christ”. We will continue to offer this distinct Christian education to current and new families during the 2019-2020 school year. Our mission is to support parents as they nurture and train their children with a Biblical worldview.

Each school year brings new opportunities and events to Richmond Christian School and we invite you to join us for this exciting upcoming year. One noteworthy fact about RCS is that we continue to add programs and events to enhance the experiences of all of our students and families.

Our re-enrollment for current families will begin on February 1 and open enrollment for new families beginning February 15. Please contact us now for a tour, information packet, or to schedule a “shadow day” for your child. Students can visit RCS for a day in which we pair them with a current student in their grade. This gives them the full RCS experience prior to you making the enrollment commitment. There are also monthly Open Houses where you can visit with teachers and administration as you consider RCS.

This application packet has a checklist of the documents needed to begin the process of becoming an RCS Warrior. All paperwork must be completed and the application fee paid prior to scheduling the family interview and student testing.

Additional application forms are required if applying for our needs-based financial assistance. If you would like to apply for financial assistance, the application process is online only. The deadline to apply for financial assistance is April 1, 2019, after this date applications will be considered as funds are available. No financial assistance will be considered until a student has been accepted to Richmond Christian School. Availability of financial assistance is not guaranteed. You may contact the business office for more information.

We look forward to hearing from you and getting to know your family. Please contact the main office at 276-3193 with any questions about applying for the 2019-2020 year.

Respectfully,



Cliff Williams
Head of School

APPLICATION PROCEDURE

For the 2019-2020 Academic Year

Open enrollment begins February 15

Please read the Statement of Faith to determine whether Richmond Christian School offers the type of education you want for your child.

- Read our Mission Statement, Admission Standards, and Philosophy
- Review Educational Costs document

Application

- Sign and return the Statement of Faith
 - Students in 7th grade and above need to read and sign as well
- Complete and return the Student Profile form
- Complete and return the Student's Medical Information form
- Sign and return the Request for Records form
- Pay the Application Fee

Your application is not complete and a family interview may not be scheduled until the following have been received.

- All previous school records, including but not limited to
 - The most recent report card and standardized test scores
- The student's original birth certificate and updated immunization record
- A school entrance health form for those entering kindergarten or have never been enrolled in a public school
- Custody papers, if applicable

Once a completed application and application fee has been received by the school, your file will be reviewed. The school will then contact the parent(s)/guardian(s) to schedule a family interview.

Family Interview with an Administrator

- A family interview will be conducted involving the parents, student(s), and the appropriate administrator.
- Testing of the student(s) will occur in some cases for appropriate placement.

If your child is admitted, a tuition contract appointment will be scheduled with the Business Manager to have the remaining fees paid and financial contract completed.

Mission Statement

Richmond Christian School exists to support families in their Biblical responsibility to nurture and train their children. Thus, Richmond Christian School provides opportunities which allow students to realize their God-given potential in the spiritual, academic, social, physical, and vocational realms.

Admission Standards

Admissions standards of Richmond Christian School are designed to identify students who:

1. Have a parent who is supportive of the school's Mission and Statement of Faith.
2. Have a parent who desires their child be taught from a Biblical perspective.
3. Demonstrate average or above average aptitude and/or achievement.
4. Have a history of positive behavior.
5. Are socially and emotionally well adjusted.
6. Are amenable to correction and instruction.
7. Want to attend Richmond Christian School.
8. Are motivated to learn.
9. Have parents who will meet their financial obligation.

For additional circumstantial requirements, please refer to the Parent/Student Handbook.

In addition, the Administration and Board of Directors would urge parents to recognize that their scriptural responsibility (Deuteronomy 6:1-9, Psalm 78; 5-6, and Proverbs 22:6) is to provide their children with a Christian education and that the primary responsibility for this task rests with the parents (Ephesians 6:4).

Philosophy

For education to be meaningful, it must be based upon truth. Richmond Christian School believes that all truth is God's Truth and His Truth is revealed through the Bible which is infallible and is the standard for living. Only by recognizing God as the Creator, Designer, Sustainer and Organizer of the Universe can a proper understanding and application of knowledge be possible.

Richmond Christian School is a religious institution providing an education in a distinct Christian environment, and it believes that its biblical role is to work in conjunction with the home to mold students to be Christlike. On those occasions in which the atmosphere or conduct within a particular home is counter to or in opposition to the biblical lifestyle the school teaches, the school reserves the right, within its sole discretion, to refuse admission of an applicant or to discontinue enrollment of a student. This includes, but is not necessarily limited to, living in, condoning, or supporting sexual immorality; practicing homosexual lifestyle or alternative gender identity; promoting such practices; or otherwise having the inability to support the moral principles of the school (Leviticus 20:13a, Romans 1:27, Matthew 19:4-6).

STATEMENT OF FAITH

We believe the whole Bible to be the verbally inspired and infallible Word of God; it is our sole authority and final appeal in matters of faith and practice. (II Timothy 3:16; II Peter 1:21)

We believe there is only one true God, eternally existing in three persons - Father, Son and Holy Spirit; that these three have precisely the same nature, attributes and perfections and are worthy of the same love, confidence and obedience. (Matthew 28:18-19; II Corinthians 13:14)

We believe in the Deity of Jesus Christ; that He is the only begotten Son of God, that He was born of a virgin, lived a perfect life, died for our sins, arose bodily from the grave, ascended to Heaven, and that He will return visibly to the earth. We believe that He is the Savior of all who put their trust in Him. (Philippians 2:5-11; Colossians 1:13-19; Hebrews 4:14-16)

We believe in the person and work of the Holy Spirit, that He is equal to God the Father and the Son, and of the same nature. We believe His holy work includes the conviction and conversion of sinners, and that He seals, teaches, guides, sanctifies and empowers the believers. (John 14:16, 17, 26; John 16:7-15)

We believe that in order to obtain eternal life, one must be born again by the Spirit of God. We believe that this experience comes only through repentance toward God and faith in the Lord Jesus Christ. (John 3:3; Acts 20:21)

We believe that eternal life is our present possession; that believers are united to Christ and sealed by the Holy Spirit and that they are kept by the power of God through faith unto salvation. (Philippians 1:6; Ephesians 1:13, 14; I Peter 1:15)

We believe in the eternal conscious blessedness of the saved in the presence of Christ, and the eternal conscious punishment of the lost with the devil and his angels. (John 14:1-3; Revelation 20:15)

By signing below you are stating that you believe all the statements above.

Parent/Guardian Print: _____

Parent/Guardian Sign: _____ Date: _____

Relationship to Student: _____

Student print name: _____

(Grades 7-12 only)

Student Signature: _____ Date: _____



Student Profile

Student's Name: (Last) _____ (First) _____ (Middle) _____			
Birth date:	Grade Entering:	Male or Female	Age:
Street Address:			
City:	State:	Zip:	
*** PROVIDE THE PARENT/S OR LEGAL GUARDIAN'S INFORMATION OF WHICH THE STUDENT LIVES WITH AND SHOULD BE CONTACTED FOR QUESTIONS, MISSING INFORMATION, AND EMERGENCIES***			
Biological Father's Name:		Email:	
Street Address:			
City:	State:	Zip:	
Home #:	Work #:	Cell #:	
Biological Mother's Name:		Email:	
Street Address:			
City:	State:	Zip:	
Home #:	Work #:	Cell #:	
Other Legal Guardian Name:		Relationship to Student:	
Street Address:			
City:	State:	Zip:	Home #:
Work #:	Cell #:	Email:	
Other Legal Guardian Name:		Relationship to Student:	
Street Address:			
City:	State:	Zip:	Home #:
Work #:	Cell #:	Email:	
Name of person/s with whom the child resides?			
Is there a custody/court order? YES or NO			

****Please note that we need a copy of the court/custody documents to follow the orders.****

Only those with legal custody of a child are permitted to enroll that child at Richmond Christian School.



EDUCATING HEARTS
&.....
 MINDS FOR CHRIST

Student's Medical Information

Student's Name: (Last) _____ (First) _____ (Middle) _____		
Has your child received educational, psychological, or any other type of testing/evaluation? If yes, please explain:		
Has the student been hospitalized or had any inpatient/outpatient surgery? If yes, please explain:		
Please list special considerations such as: ADD/ADHD, Dyslexia, need for frequent bathroom breaks, vision or hearing impairment, fears, migraines, etc...		
Please list medical alerts such as food, and/or environmental allergies, asthma, diabetes, heart conditions, etc.:		
Does this student require any special accommodations while he/she is in our care? Yes or No		
If yes, explain:		
REQUIRED		
In the event your child becomes ill or injured and we cannot reach you at the numbers provided, we need the contact information of at least two people, <i>not the parent/guardians listed on page one</i> . Please ensure they have consented to the release of their phone numbers and agree to pick up your child if needed.		
Contact #1:	Relationship:	
Home #:	Work #:	Cell #:
Contact #2:	Relationship:	
Home #:	Work #:	Cell #:
Contact #3:	Relationship:	
Home #:	Work #:	Cell #:
List all medication this student is taking regularly with the dosage & frequency as well as the reason:		
Medication:	Dosage & Frequency:	Reason:
Medication:	Dosage & Frequency:	Reason:
Medication:	Dosage & Frequency:	Reason:
If deemed necessary by the Richmond Christian School faculty, staff, and/or an EMT, your child will be sent to the emergency room at parental/guardian expense. As a parent/guardian, I authorize medical personnel to render necessary treatment to my child.		
Parent/Guardian Signature		Date:
Parent/Guardian Signature		Date:

Request for Records

Student's Name: _____

Name and address of current or last school attended:

Please release school records of the student listed above to Richmond Christian School.

Parent Signature _____

Printed name of Parent _____

Below this line will be completed by RCS Office

The student listed above has applied for enrollment to RCS:
Please forward the following information:

- School/Teacher Feedback Form (included w/ this request)
- Report Cards & Transcripts
- Standardized Test Results
- Health & Immunization records
- School Entrance Health Form
- Copy of Birth Certificate
- Professional reports and notes (including psychological tests and IEPs)
- Disciplinary records
- Special Education records
- Court appointed custody documents
- All of the above

Signature _____

Richmond Christian Office Personnel

EDUCATIONAL COSTS

For the 2019-2020 Academic Year

Tuition Per Child*	First	Second	Third
Grades K5 – 1st	\$6,450	\$6,128	\$5,805
Grades 2nd – 6th	\$6,800	\$6,460	\$6,120
Grades 7th – 12th	\$7,650	\$7,268	\$6,885

*Child in highest grade is considered “first child”.

*Call the business office for pricing for four or more children.

Curriculum Fee (K-6)..... \$350.00

Curriculum Fee (7-12)..... \$475.00

**Curriculum fees cover all textbooks and instructional resources. This fee may be rolled into your monthly payments.*

Most costs are included in the tuition and curriculum fee, such as electives, science laboratory, educational class-directed field trips, yearbook, ACSI events, class tee shirts, and technology.

Athletic Fees (per sport season).....\$100-\$200

Application Fee\$100.00 for 1st child
\$50.00 per additional child

(This fee includes: campus tour, academic testing, office processing, and family interview. The application fee must accompany the student application.)

Registration Fee (per K-12 student).....\$100.00

(Registration Fee is paid at the tuition contract appointment.)

(The registration provides office processing [create student record, data entry, contract appointment])

A student will not start school until all fees are paid in full, the tuition agreement is signed, and financial arrangements have been confirmed online through FACTS. All fees are non-refundable.

PAYMENT OPTIONS

In an effort to keep tuition as reasonable as possible, the Board allows the tuition amount to be paid over a 10-month period (August-May), 11-month period (July-May), or 12-month period (June-May). Enrollment after August will decrease the number of months tuition is broken down.